



State of Utah

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DEPARTMENT OF HUMAN SERVICES

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Executive Director

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Deputy Director

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TO: DHS Executive Leadership Team Members
FROM: Lisa-Michele Church, Executive Director
DATE: July 7, 2008
RE: Retreat/Conference/Symposium

Pursuant to DHS Policy 01-07, All Department retreats/conferences/symposiums must follow applicable State policy. For FY 09 I am adding an additional requirement. For all DHS retreats/conferences/symposiums during FY09, staff are required to have an element of cross-cultural training on the agenda. DHS executives with authority to approve Group gatherings, conferences, retreats and symposiums are instructed to verify that cross-cultural training is on the agenda prior to approval. If agendas are to be changed, notice of the change needs to be given to the approving authority.

Please note: EDO has developed many resources to help you include cross-cultural training on your agenda. This means you will include information on how your operation can learn about another culture, whether it is a refugee group that we serve, a minority population, an ethnic group or any type of special population. This can include a speaker, a training session, a brown bag discussion, a video, or a presentation by a group. We will soon have a DHS website up and running with some of these resources. Others are available through Manuel Romero in EDO. Make this work for your operation!